

On June 12, 2020, the Los Angeles County Department of Public Health released guidelines to allow film productions to resume. While the guidelines contain specific health protocols as a requirement of a film permit, local film offices may provide additional protocols that extend beyond the County guidelines. On August 28, 2020, new protocols for door-to-door interactions, based on the current US Census procedures, were adopted by Los Angeles County authorities. These protocols will allow filming signature surveys to resume, while safeguarding the health and safety of residents, business owners and production company personnel.

The City of South Pasadena (City) has modified its business practices to minimize health risks. These policies are subject to change and will be updated on the City's film webpage. **The Producer must review, agree to, and sign all of the following bullet points of this document as a condition of the film permit.**

- A representative from the production crew must sign the Los Angeles County Health Order and post a hard copy at the film location site.
 - a. The Health Order requires supplying PPE for cast and crewmembers, daily temperature checks, mandatory mask wearing, social distancing and many other health and safety protocols.
 - b. Production crews must designate a Compliance Officer from within production to educate and enforce Los Angeles County Health Guidelines. The designated Compliance Officer must provide contact information to the film office. The Compliance Officer will be responsible for addressing any related concerns from residents.
 - c. Only "essential" cast and crew will be allowed on the film set per the County Health Order. The number allowed will depend on the size of the location and the number of cast and crew that can safely maintain a distance of 6' from one another at all times. The Compliance Officer will need to ensure compliance or risk having the permit revoked.
- Signature surveys may resume at this time with the following conditions.
 - a. Neighborhood letter must include the following language: "Every production issued a film permit agrees to comply with Public Health Orders last amended by the County of Los Angeles Department of Public Health on July 28, 2020, and subject to change. Currently, these orders impose strict requirements on production regarding workplace social distancing, use of personal protective equipment (PPE), regular sanitation and employee testing."
 - b. All Surveyors must certify to their employer that they are in good health; display some form of high-visibility identification; be outfitted with the appropriate Personal Protective Equipment; and complete training on the Los Angeles County Health Order.
 - c. Surveyor will be limited to work between the hours of 8:00 AM to 7:00 PM. Surveyor will knock on the door/ring the doorbell to provide verbal introductions from 6 feet away.
 - i. The film crew representative will offer to leave forms and letter for later pickup; or

- ii. Offer to wait while resident/business completes the survey using their own pen.
 - d. If no one is available, the Surveyor will drop-off the documents with clear instructions for filling out the survey and schedule for document retrieval.
- Truck parking will be allowed but within an uninterrupted line.
 - Cast and crewmember personal vehicles must be parked on private property, not on public streets.
 - All cast and crewmembers must remain within the film location property (or on private property within 300' of the location or at base camp) at all times.
 - Police and fire, if assigned, are there to enforce the permit only. Compliance Officer must enforce the County Guidelines or risk having film permit revoked.

Compliance Officer Name

Phone Number

I acknowledge and agree to the above temporary film protocols established by the City of South Pasadena and the Los Angeles County Department of Public Health guidelines as a condition of the film permit.

Producer's Name

Signature

Date